



The Office of Child Support Enforcement announces the availability of Direct Deposit for child support payments.

Custodial parents may choose to have their support payments deposited into a checking or savings account. There is **no** extra charge for this service.

Why choose Direct Deposit?

- It's safe
- It's convenient
- It's fast

What do I need to do to set up Direct Deposit?

You must have an open checking or savings account **in your name**. Child support payments will not be deposited into an account bearing only the child's name. Complete the attached application and mail it along with a voided check or voided savings withdrawal slip to:

OCSE, Attn: Direct Deposit Section, P. O. Box 8133, Little Rock AR 72203

How long before payments are deposited into my account?

OCSE will work with your bank to set up the direct deposit. Please allow 14 business days to complete this process. Payments will be disbursed within two business days of being received and identified by the Arkansas Child Support Clearinghouse. Please contact your bank to learn when these funds will be available for withdrawal.

Will I receive notice when a payment is deposited in my account?

When a payment is transmitted to your financial institution, OCSE will mail a notice to you that is similar to the check stub you now receive with your child support check. The notice will tell you how much was collected, how the money was distributed, and the amount sent for deposit into your account. **It is your responsibility to verify that a deposit has been received and properly credited to your account.**

IF YOU CHANGE FINANCIAL INSTITUTIONS OR YOUR ACCOUNT NUMBER CHANGES YOU MUST INFORM OCSE IMMEDIATELY. FAILURE TO DO SO MAY RESULT IN DELAYS IN RECEIVING YOUR CHILD SUPPORT PAYMENTS.

All new enrollments and any changes must be made in writing to OCSE using the attached form. Be sure to keep a copy for your records.

For Office Use Only:	
Member ID	_____
Keyed	_____
Date	By _____

State of Arkansas
Office of Child Support Enforcement (OCSE)
Direct Deposit Enrollment Form

Please print the following information:

NAME SOCIAL SECURITY NUMBER

CASE NUMBER(S): _____

CURRENT MAILING ADDRESS: _____

Check the appropriate information:

_____ New Enrollment _____ Re-enrollment _____ Cancel

_____ Checking Account _____ Savings Account

_____ Change of Financial Institution _____ Change of Account Number

You must **SIGN** and **DATE** the below application and attach a voided check or savings withdrawal slip reflecting the **encoded Bank Routing and Account numbers**. Please staple the voided check or withdrawal slip to the back of this page.

MY SIGNATURE BELOW INDICATES MY UNDERSTANDING AND AGREEMENT TO THE FOLLOWING:

1. I hereby authorize the Office of Child Support Enforcement (OCSE) to deposit, to the account indicated on the voided check or withdrawal slip provided, the net amount due as if a child support check had been delivered to me for that amount. I also authorize my Financial Institution to credit the net amount to my account. This authority is to remain in full effect until OCSE has received written notification from me of its termination.
2. New enrollments or changes in Financial Institutions will go into effect within 14 business days from the date the form is received by OCSE.

Signature

Date